

Job Title: Laborer-Public Works

Job Summary: This position is responsible for manual work of a routine nature as a member of a maintenance crew.

Major Duties:

- Repairs and maintains City sewer lines and landscapes;
- Conducts road construction and cleans streets;
- Patches pot holes and performs other tasks in repairing streets;
- Repairs and maintains City sidewalks and grounds;
- Loads and unloads items such as stone, gravel, dirt, asphalt, pipe, timber and heavy mechanical equipment;
- Assists in semi-skilled work by handling tools, carrying or lifting lumber, mixing or placing cement and asphalt concrete, performing simple repairs or running errands;
- Performs a variety of other heavy manual work in connection with maintenance of streets, roads and facilities;
- Assists in the installation of storm drain pipes and construction of catch basins;
- Collects and disposes of debris, trash, etc. caused by job;
- Cuts grass around public buildings and right-of-ways;
- Operates weed eater and other grounds maintenance equipment;
- Collects residential and commercial trash, debris, and brush;
- Maintains and repairs equipment;
- Performs other related duties as assigned.

Knowledge Required by the Position:

- Knowledge of City and department policies and procedures;
- Knowledge of safety rules and regulations;
- Knowledge of the material commonly used in construction, maintenance and repair activities as related to assigned areas;
- Knowledge of the occupational hazards and safety standards and practices applicable to work being conducted;
- Skill in the operation, maintenance, and routine repair of equipment used in Public Works construction and maintenance;
- Skill in performing various manual labor assignments as needed;
- Ability to perform general street maintenance duties;
- Ability to perform general equipment/tool maintenance duties;
- Ability to interpret instructions and efficiently carry them out with general supervision;
- Ability to perform tasks involving heavy manual labor;
- Ability to communicate effectively with co-workers, the general public and members of diverse cultural and linguistic backgrounds.

Supervisory Controls: The Streets Department supervisor assigns work. Work is spot-checked in progress and reviewed when completed for accuracy, nature and propriety of the final results.

Job Title: Laborer-Public Works (continued)

Guidelines: Guidelines include City and departmental safety policies and procedures, as well as supervisory instructions. These guidelines are clear and specific, but may require some interpretation in application.

Complexity: The work consists of related water, sewer, stormwater, buildings, grounds, roads and drainage maintenance duties.

Scope and Effect: The purpose of this position is to perform heavy, manual labor in the areas of water, sewer, sanitation, stormwater, and buildings and grounds. Successful performance helps ensure safe and efficient Public Works services, as well as a positive public image for the City.

Personal Contacts: Contacts are typically with co-workers.

Purpose of Contacts: Contacts are typically accessed to exchange information and provide services.

Physical Demands: The work is typically performed with the employee intermittently sitting, standing, walking, bending, crouching or stooping. The employee must frequently lift light and heavy objects, equipment and material, climb ladders, and use tools or equipment requiring a moderate degree of dexterity.

Work Environment: The work is typically performed outdoors. The employee may be exposed to noise, dust, dirt, irritating chemicals, machinery with moving parts, and occasional hot, cold or inclement weather. This work may require the use of protective devices such as masks, goggles or gloves.

Supervisory and Management Responsibility: None.

Minimum Qualifications:

High School diploma or equivalent; one (1) year of related experience preferred; equivalent combination of education and experience.